

## CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 10/10/2013

Action Requested By:  
Legal

Agenda Item Type  
Motion

Subject Matter:

Request to fill vacancy at a higher step if necessary.

Exact Wording for the Agenda:

Request for approval to advertise and fill one (1) regular full time, position of Attorney III, Grade 19, and to fill the position at a higher step within the grade if necessary.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Associated Cost:

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: 

Date: 10-8-13